



| Step | Description | Action | Data Status |
|------|--|---|-------------|
| 1 | EPA-staffed Lab validation process | The Ft. Meade OASQA Laboratory Branch performs an internal QA/QC review process which will include a blank review analysis. | Preliminary |
| 2a | EPA-staffed Lab validated results Received | EPA-staffed Lab Results posted on EPA FTP site by Ft. Meade OASQA Laboratory Branch. | Validated |
| 2b | QA/QC Review of START Subcontracted lab | Ft. Meade Technical Services Branch (ESAT contractor) performs QA/QC review of the START subcontracted lab results. When review is complete, validated START Subcontracted Lab results are posted to the FTP site by Ft. Meade OASQA Laboratory Branch. | Validated |
| 3 | Data uploaded to the Scribe database | Validated data will be uploaded to the Scribe database | Validated |
| 4 | Project Level QA/QC Review Performed | SERAS (ERT contractor) performs the Project Level QA/QC on all results from all labs. SERAS will assign appropriate flags on the data. | Validated |
| 5 | Data Project Team final review | A data project team comprised of site and lab personnel will perform a final review of the data to determine whether it can be used for decision making. THIS IS THE FINAL DATA | Final |
| 6 | EPA Toxicologist Review | The EPA Toxicologist will review the final data and make health-based recommendations to the OSC. | Final |
| 7 | Internal Reporting | A data summary table will be prepared (coded to protect privacy) for each home sampled. | Final |
| 8 | External Reporting | A transmittal letter will be prepared to send the information to the home owners. All home owners will be afforded an opportunity to meet with EPA to discuss their data results. Where there are exceedances, an EPA Tox and ATSDR (if available) will be included in this home visit. | Final |

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